

APPENDIX F LOSS OF UTILITIES

EMERGENCY PROCEDURE – LOSS OF UTILITIES

DURING SCHOOL HOURS

1. Advance notice may be received from utility companies regarding loss of service. In many cases these losses of service will be of short duration and require no special action other than notifying staff of the pending interruption of service.
2. Make announcement in person directly or over public address system.
3. Use messengers with oral or written word as an alternate means of faculty notification.

Where are messengers obtained? _____
